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March 16, 2011

**VIA FEDERAL EXPRESS**

Marlene H. Dortch, Secretary  
Federal Communications Commission  
Office of the Secretary  
9300 East Hampton Drive  
Capitol Heights, MD 20743

**REQUEST FOR REVIEW**

Re:    Applicant Name:                      Cook County School CCSD 130130  
      Contact:                                Allan S. McDonald  
   12300 Greenwood Ave.  
   (708)385-6800 x 103  
   Fax: (708)385-2541  
   E-mail: [amcdonald@district130.org](mailto:amcdonald@district130.org)

CC Docket No. 02-6  
**CC Docket No. 96-45**

Billed Entity Number:                      135491  
Form 471 Application Number:              3010340  
Funding Request Number:                   820763

Dear Ms. Dortch:

Cook County School CCSD 130 ("CCSD 130") respectfully requests that the Federal Communications Commission (FCC) overturn the Universal Service Administrative Company ("USAC") School and Libraries Division's decision to reduce the funding commitment for Funding Request Number 820763 after finding that CCSD 130 did not have a contract in place at the time of the submission of Form 471 and overturn the denial of CCSD 130's appeal to USAC. (Attachments A, B and C)

## RATIFICATION OF CONTRACT

FCC Rules require applicants to have a valid contract as defined by the applicant's state procurement laws and regulations at the time they submit Form 471. At this point, over 9 years after CCSD 130's filed its Form 471, it is unable to locate any signed contract with Intellinet Technology Consulting ("Intellinet"). Please note that Intellinet is currently doing business as Project Leadership Associates. A document which is entitled Contract Intellinet – D130-1 was submitted with CCSD 130's Form 471 and is marked as Appendix A to Form 471. (See Attachment E) Though unsigned, this contract with Intellinet was ratified and, therefore, a valid contract existed at the time Form 471 was submitted.

Illinois law allows a contract to be ratified, which then binds the parties as a written contract would have. This doctrine of ratification applies to municipal corporations, including school districts. *Maier v. City of Chicago*, 38 Ill. 266 (1865). Ratification" refers to the confirmation or affirmation of contracts that were made within the scope of the power of the municipality but that were in some manner defectively or irregularly made. *Griffen v. City of Chicago Heights*, 187 Ill.App. 468 (1st Dist. 1914) (abst.) Ratification may be accomplished by express actions or other conduct, and no necessary formality is required to accomplish ratification. *Wilson v. Village of Forest View*, 69 Ill.App.2d 400, 217 N.E.2d 398 (1st Dist. 1966). Ratification can be established from circumstances or inferred from the conduct of the public body if it stands by and accepts the benefits of the contract without objection. *Great Lakes Dredge & Dock Co. v. City of Chicago*, 353 Ill. 614. Moreover, a board of education may be held to have ratified a contract not only when the contract was within the board's power but also when the power may have been exercised irregularly. *Stahelin v. Board of Education, School CCSD 130No. 4, DuPage County, Illinois*, 87 Ill.App.2d 28, 230 N.E.2d 465 (2d Dist. 1967); *Ryan v. Warren Township High School CCSD 130No. 121*, 155 Ill.App.3d 203, 510 N.E.2d 911, 109 Ill.Dec. 843 (2d Dist. 1987).

As noted in CCSD 130's Board meeting minutes from January 16, 2002, (see Attachment D) the Board specifically authorized the Business Director to proceed with the E-Rate Application with the vendors that submitted bids. Based upon the January 16, 2002 Board minutes it is clear that CCSD 130 went out to bid, bids were received, and the bid was chosen prior to filing Form 471 on January 17, 2002. In fact, it does not appear that USAC questioned the propriety of the bid process in its audit findings. The contract with Intellinet was within the Board's power even if CCSD 130 School Board irregularly exercised its power that contract could be ratified. As a result, when CCSD 130 filed the E-rate application on January 17, 2002, said filing, which was at the Board's direction, served as a ratification of the contract with Intellinet (Progressive Leadership Associates). This ratification binds the parties as if a written contract was executed.

Moreover, the work by the vendors documented in CCSD 130's Form 471 application was performed and completed as negotiated between CCSD 130 and vendors throughout the process. This further serves as evidence that the contract with Intellinet (Progressive Leadership Associates) was ratified by CCSD 130. Contract ratification should be considered sufficient to show that a contract existed between CCSD 130 and Intellinet (Progressive Leadership Associates) prior to the submission of Form 471.

### **WAIVER OF CONTRACT REQUIREMENT**

Even if CCSD 130 is found to have violated the technical requirements for E-Rate funding by not having a valid contract in place when Form 471 was submitted, it is requesting that the FCC waive its requirements that a valid contract be in place prior to the submission of Form 471. The funds received by CCSD 130 were not misused in any way and CCSD 130 was not attempting to defraud the government. The work done by the service providers was in compliance with the FCC Rules and Regulations and was outlined in the Form 471 submitted by CCSD 130. Through the entire process of the work being done between 2003-2005 at CCSD 130, all necessary forms were filled out and filings were made by the CCSD 130 as required.

Additionally, for CCSD 130 to reimburse the amount of \$53,279.55 would be an extreme burden and hardship. CCSD 130 is one of the more economically challenged school districts in the Chicago area. Having to plan the budget to pay such an amount will certainly have serious effects on the education and programs provided to its students.

Moreover, the FCC only requires that schools retain all documents related to the application for, receipt, and delivery of discounted telecommunications and other supported services for five (5) years after the last day of service delivered. 47 CFR §54.516(a). As CCSD 130's application was submitted in January 2002 and the last payment was made for the work done pursuant to the application by CCSD 130 on March 8, 2005, it is beyond the five (5) year requirement to maintain all records. CCSD 130 is very limited in the records that it still has in its possession because not only is it beyond five (5) years, but the administrative staff maintaining the relevant records are no longer employed with CCSD 130, so it is impossible to establish the exact process for contracting with Intellinet.

An audit was done by the USAC in July 2005. However, from July 2005 until the Commitment Adjustment Letter (COMAD) was received by the CCSD 130 (dated September 8, 2010), CCSD 130 was unaware of any potential reason for its funding to be withdrawn. As is clear from these dates, it was over five years from the time an audit was held until a decision was made by USAC. This placed CCSD 130 in a position where it was hampered in its ability to

appeal the decision in the COMAD. As such, with such an extended period of time that USAC waited to render its audit findings, CCSD 130 is severely disadvantaged in attempting to prove compliance.

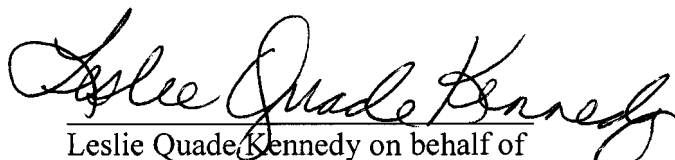
Based upon the above, CCSD 130 is requesting that the FCC waive its contract requirement for this specific instance. To rule otherwise would create a financial hardship to the students of CCSD 130 which would contradict the intent of the E-Rate grant.

## CONCLUSION

Based upon the foregoing, CCSD 130 respectfully requests that the FCC grant CCSD 130's appeal and overturn the School and Libraries Division decision reducing the funding commitment for Funding Request Number 820763.

Respectfully submitted,

ODELSON & STERK, LTD.

  
Leslie Quade Kennedy on behalf of  
Cook County School CCSD 130130

## Enclosures

- Attachment A: COMAD Letter (September 8, 2010)
- Attachment B: The District's Letter of Appeal (December 13, 2010)
- Attachment C: USAC Administrator's Decision on Appeal (January 19, 2011)
- Attachment D: copy of the District's Board meeting minutes of January 16, 2002
- Attachment E: FCC FORM 471 submitted by CCSD 130 on January 17, 2002

**Notification of Commitment Adjustment Letter**  
**Funding Year 2002: July 1, 2002 - June 30, 2003**

September 08, 2010

Anthony Cucci  
COOK COUNTY SCHOOL DIST 130  
12300 GREENWOOD AVE  
BLUE ISLAND, IL 60406 1558

Re: Form 471 Application Number: 301034  
Funding Year: 2002  
Applicant's Form Identifier: dl30yr5f471  
Billed Entity Number: 135491  
FCC Registration Number: 0011358850  
SPIN: 143017678  
Service Provider Name: Project Leadership Associates, Inc.  
  
Service Provider Contact Person: Steven Getto

Our routine review of Schools and Libraries Program (Program) funding commitments has revealed certain applications where funds were committed in violation of Program rules.

In order to be sure that no funds are used in violation of Program rules, the Universal Service Administrative Company (USAC) must now adjust your overall funding commitment. The purpose of this letter is to make the required adjustments to your funding commitment, and to give you an opportunity to appeal this decision. USAC has determined the applicant is responsible for all or some of the violations. Therefore, the applicant is responsible to repay all or some of the funds disbursed in error (if any).

This is NOT a bill. If recovery of disbursed funds is required, the next step in the recovery process is for USAC to issue you a Demand Payment Letter. The balance of the debt will be due within 30 days of that letter. Failure to pay the debt within 30 days from the date of the Demand Payment Letter could result in interest, late payment fees, administrative charges and implementation of the "Red Light Rule." The FCC's Red Light Rule requires USAC to dismiss pending FCC Form 471 applications if the entity responsible for paying the outstanding debt has not paid the debt, or otherwise made satisfactory arrangements to pay the debt within 30 days of the notice provided by USAC. For more information on the Red Light Rule, please see "Red Light Frequently Asked Questions (FAQs)" posted on the FCC website at [http://www.fcc.gov/debt\\_collection/faq.html](http://www.fcc.gov/debt_collection/faq.html).

TO APPEAL THIS DECISION:

You have the option of filing an appeal with USAC or directly with the Federal Communications Commission (FCC).

If you wish to appeal the Commitment Adjustment Decision indicated in this letter to USAC your appeal must be received or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. In your letter of appeal:

1. Include the name, address, telephone number, fax number, and email address (if available) for the person who can most readily discuss this appeal with us.
2. State outright that your letter is an appeal. Identify the date of the Notification of Commitment Adjustment Letter and the Funding Request Number(s) (FRN) you are appealing. Your letter of appeal must include the
  - Billed Entity Name,
  - Form 471 Application Number,
  - Billed Entity Number, and
  - FCC Registration Number (FCC RN) from the top of your letter.
3. When explaining your appeal, copy the language or text from the Notification of Commitment Adjustment Letter that is the subject of your appeal to allow USAC to more readily understand your appeal and respond appropriately. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep a copy of your entire appeal including any correspondence and documentation.
4. If you are an applicant, please provide a copy of your appeal to the service provider(s) affected by USAC's decision. If you are a service provider, please provide a copy of your appeal to the applicant(s) affected by USAC's decision.
5. Provide an authorized signature on your letter of appeal.

To submit your appeal to us on paper, send your appeal to:

Letter of Appeal  
Schools and Libraries Division - Correspondence Unit  
100 S. Jefferson Rd.  
P. O. Box 902  
Whippany, NJ 07981

For more information on submitting an appeal to USAC, please see the "Appeals Procedure" posted on our website.

If you wish to appeal a decision in this letter to the FCC, you should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received by the FCC or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. We strongly recommend that you use the electronic filing options described in the "Appeals Procedure" posted on our website. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554.

## FUNDING COMMITMENT ADJUSTMENT REPORT

On the pages following this letter, we have provided a Funding Commitment Adjustment Report (Report) for the Form 471 application cited above. The enclosed Report includes the Funding Request Number(s) from your application for which adjustments are necessary. See the "Guide to USAC Letter Reports" posted at <http://usac.org/sl/tools/reference/guide-usac-letter-reports.aspx> for more information on each of the fields in the Report. USAC is also sending this information to your service provider(s) for informational purposes. If USAC has determined the service provider is also responsible for any rule violation on the FRN(s), a separate letter will be sent to the service provider detailing the necessary service provider action.

Note that if the Funds Disbursed to Date amount is less than the Adjusted Funding Commitment amount, USAC will continue to process properly filed invoices up to the Adjusted Funding Commitment amount. Review the Funding Commitment Adjustment Explanation in the attached Report for an explanation of the reduction to the commitment(s). Please ensure that any invoices that you or your service provider(s) submits to USAC are consistent with Program rules as indicated in the Funding Commitment Adjustment Explanation. If the Funds Disbursed to Date amount exceeds your Adjusted Funding Commitment amount, USAC will have to recover some or all of the disbursed funds. The Report explains the exact amount (if any) the applicant is responsible for repaying.

Schools and Libraries Division  
Universal Services Administrative Company

cc: Steven Getto  
Project Leadership Associates, Inc.

Funding Commitment Adjustment Report for  
Form 471 Application Number: 301034

Funding Request Number:	820763
Services Ordered:	INTERNAL CONNECTIONS
SPIN:	143017678
Service Provider Name:	Project Leadership Associates, Inc.
Contract Number:	Intellinet-D130-1
Billing Account Number:	NA
Site Identifier:	135491
Original Funding Commitment:	\$96,133.14
Commitment Adjustment Amount:	\$96,133.14
Adjusted Funding Commitment:	\$0.00
Funds Disbursed to Date	\$53,279.55
Funds to be Recovered from Applicant:	\$53,279.55

Funding Commitment Adjustment Explanation:

After a thorough investigation, it has been determined that this funding commitment must be rescinded in full. During the course of a site visit it was determined that the applicant did not have a contract in place at the time of submission of the Form 471. This determination was based on the applicant's failure to provide a copy of the contract when requested. FCC rules require applicants to have a valid contract as defined by the applicants' state procurement laws and regulations at the time they submit the Form 471. Since the applicant was unable to demonstrate that they had a contract in place at the time of submission of the Form 471 that meets the state laws' definition of a valid contract, the commitment has been rescinded in full and USAC will seek recovery of any disbursed funds from the applicant.



# COOK COUNTY SCHOOL DISTRICT 130

12300 S. Greenwood • Blue Island, Illinois 60406  
District Office (708) 385-6800  
Facsimile (708) 385-8467

## Letter of Appeal

December 13, 2010

USAC  
Schools and Libraries Division – Correspondence Unit  
30 Lanidex Plaza West  
P.O. Box 685  
Parsippany, NJ 07054-0685

**RE: Funding Commitment Adjustment Letter – FY2002 dated September 8, 2010**

Dear Sirs,

Cook County School District 130 (CC130) respectfully requests the USAC-SLD to allow an Appeal of the Funding Commitment Adjustment Letter (COMAD) cited above. In doing so, we ask the SLD to recognize and consider the following facts of this case:

Explanation on Commitment Adjustment Letter:

In the course of the site audit done in July of 2005, auditors determined there was not a contract in place at the time of the submission of the 471, January, 17 2002. The determination was made based on the Applicant's failure to provide a copy of the contract when requested.

Funding Year 2002:	(July 1, 2002 – June 30, 2003)
Entity Number:	135491
Form 471 Application Number:	301034
Funding Request Number:	820763
Service Provider Name:	Project Leadership Associates, Inc,
SPIN:	143017678
Original Funding Commitment:	\$96,133.14
Funds Disbursed to Date:	\$53,279.55
Date of Commitment Adjustment Letter:	September 8, 2010
Funds to be Recovered from Applicant:	\$53,279.55



Applicant Name: Cook County School District 130  
12300 Greenwood Ave.  
Blue Island, IL 60406-1558  
Phone: (708) 385-6800  
Fax: (708) 385-2541  
Contact: Allan S. McDonald  
Phone: (708) 385-6800 X 103  
E-mail: amcdonald@district130.org

### **Discussion**

We restate here the facts of the case in a timeline to note how long it took for the SLD to send CC130 the Commitment Adjustment Letter:

- The original Form 471 (#301034) was filed by CC130 on January 17, 2002.
- After an initial denial by the SLD based on their finding of a late filed 471, CC130 filed an appeal and provided proof from the U.S. Post Office of a timely filed 471.
- On March 23, 2003, 13 months after the original submission of the 471, the SLD granted the Appeal, and then proceeded to review the 471 application.
- On September 5, 2003, the SLD provided CC130 the Funding Commitment Decision Letter, which reviewed the application, deducted some ineligible items and approved the Funding Request with a Pre-Discount Amount of \$109,990.90, a 90% Discount, and a Funding Commitment of \$98,991.81.
- CC130 filed the Form 486 with a project start date of December 1, 2003 and work commenced on the project per the documentation provided to the SLD under the Item 21, and subsequent reviews.
- Work commenced, was delayed for several vendor related factors, CC130 filed the appropriate extensions, service substitutions and Form 500 (Notification Letter Received on January 19, 2004) to both reduce the amount of the funding commitment, and to extend the Contract Expiration Date to June 30, 2005.
- CC130 has record of making its final payment for service to the Service Provider, Project Leadership Associates, for their non-discounted portion of the project on March 8, 2005.
- Vendor Project Leadership Associates filed for all of the reimbursements directly to the USAC-SLD by the Form 474, Service Provider Invoice Form (SPI). CC130 never directly received monies from the SLD in BEAR payments, all of the SPI invoices were filed by the Vendor, Project Leadership Associates.
- An audit and review of the Funding Request was done by the SLD in July, 2005.
- Since the audit, CC130 has no record of any findings, disputes, follow-up information requests or any other communication from the SLD or the audit team.
- On September 8, 2010, CC130 received the Notification of Commitment Adjustment Letter (COMAD) referenced herein to Mr. Anthony Cucci, who has not been an employee of the District for over 5 years.

To say the District was surprised and alarmed of the receipt of the COMAD letter, over 5 years after the project was completed, our last payment made and an audit was held is an

understatement. Since that time, there have been significant changes in CC130 staff. None of the staff directly related to this project are currently employed by CC130. None of the current Administration or staff was alerted to a request for information in this case until the September 8, 2010 COMAD letter. In summary, over five years have passed without current staff having any knowledge of the audit, its findings, or any follow-up information requests.

Since the COMAD letter dated September 8, 2010, CC130 has asked the SLD over the phone and by e-mail to provide any Item 21 or audit documentation it has to assist in CC130's appeal efforts, and any evidence of payments made to CC130 or directly to the vendor. To date, the SLD has not provided any documentation to assist the new CC130 staff in these efforts.

We note here that the SLD's own statute of limitations on these issues is five years from the last date of payment, and we believe the timeline described here is beyond that five year timeframe.

### **Evidence of a Contract**

CC130 is making every effort to reconstruct events from 2002. To date, we have found some of the initial documentation, including the original Proposal titled "2002-2003 E-Rate Network Upgrades and Maintenance Proposal" that was provided to us in January 2002, in response to the Form 470 and which was the basis of our review and awarding of the project to the Service Provider, Project Leadership Associates. We attach that document here as Attachment A, which includes our own margin notes of that review and includes a breakdown of the products and services requested.

From there, and as the program progressed, any changes to the project scope were reviewed by the SLD per the appropriate rules and procedures.

We note here that at the time of the 471, the Certifications for the Form 471 – FY2002, include the following section:

*28. I certify that the entities eligible for support that I am representing have complied with all applicable state and local laws regarding procurements of services for which support is being sought.*

We maintain that our approval and submission of the Proposal document in our Item 21 and our subsequent submissions allowed us to apply for E-rate funding, and did not violate any State or local procurement rules since we had no assurances that the project would be funded. Our actions all along this prolonged process showed our continued good faith to work with the SLD at every phase from 2002 through 2005.

We also note that in the early days of the SLD, this was a common occurrence. Applicants would tentatively commit to a project and dedicate resources accordingly, but they could not fully commit and start work without some assurances of funding. This case only underscores that issue, the original application was made on January 17, 2002, the Funding Commitment was provided on September 5, 2003.

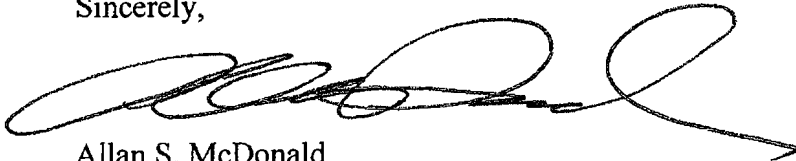
Cook County School District 130 serves approximately 4100 students in South Cook County, of these, over 3500 are eligible for free and reduced lunches, making it one of the more economically challenged school districts in the Chicago area. Sitting on the southern border of the City of Chicago, the District serves one of the most culturally diverse student populations in the region, with substantial populations of African-American, Hispanic and other language minorities in the Chicago area. As a high poverty District, we could not commit to the program until we had some reasonable assurances that we would receive funding. No state or Federal rule that we know of would commit us to do so. As well, we note here that the request for payment of \$53,279.55, more than 5 years after the project was completed and paid for, will place a serious financial hardship on our current budget.

Finally, we also note that our actions were consistent with other State and Federal Education grant programs at the time. None required us to have signed commitments from vendors at the initial application.

Therefore, for the aforementioned reasons, we respectfully ask the SLD to reconsider and grant our Appeal of the COMAD letter and rescind the request to pay \$53,279.55.

Please do not hesitate to call with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Allan S. McDonald', with a long, sweeping horizontal line extending to the right.

Allan S. McDonald  
Administrator for Business Services  
Cook County School District 130

Attachments:

- A- 2002-2003 E-Rate Network Upgrades and Maintenance Proposal
- B- Notification of Commitment Adjustment Letter – Dated September 08, 2010

Attachment A



Notification of Commitment Adjustment Letter

Funding Year 2002: July 1, 2002 - June 30, 2003

September 08, 2010

Anthony Cucci  
COOK COUNTY SCHOOL DIST 130  
12300 GREENWOOD AVE  
BLUE ISLAND, IL 60406 1558

Re: Form 471 Application Number: 301034  
Funding Year: 2002  
Applicant's Form Identifier: dl30yr5f471  
Billed Entity Number: 135491  
FCC Registration Number: 0011358850  
SPIN: 143017678  
Service Provider Name: Project Leadership Associates, Inc.  
  
Service Provider Contact Person: Steven Getto

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1. Include the name, address, telephone number, fax number, and email address (if available) for the person who can most readily discuss this appeal with us.
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  - Billed Entity Name,
  - Form 471 Application Number,
  - Billed Entity Number, and
  - FCC Registration Number (FCC RN) from the top of your letter.
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4. If you are an applicant, please provide a copy of your appeal to the service provider(s) affected by USAC's decision. If you are a service provider, please provide a copy of your appeal to the applicant(s) affected by USAC's decision.
5. Provide an authorized signature on your letter of appeal.

To submit your appeal to us on paper, send your appeal to:

Letter of Appeal  
Schools and Libraries Division - Correspondence Unit  
100 S. Jefferson Rd.  
P. O. Box 902  
Whippany, NJ 07981

For more information on submitting an appeal to USAC, please see the "Appeals Procedure" posted on our website.

If you wish to appeal a decision in this letter to the FCC, you should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received by the FCC or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. We strongly recommend that you use the electronic filing options described in the "Appeals Procedure" posted on our website. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554.

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Schools and Libraries Division  
Universal Services Administrative Company

cc: Steven Getto  
Project Leadership Associates, Inc.



Funding Commitment Adjustment Report for  
Form 471 Application Number: 301034

Funding Request Number: 820763  
Services Ordered: INTERNAL CONNECTIONS  
SPIN: 143017678  
Service Provider Name: Project Leadership Associates, Inc.  
Contract Number: Intellinet-D130-1  
Billing Account Number: NA  
Site Identifier: 135491  
Original Funding Commitment: \$96,133.14  
Commitment Adjustment Amount: \$96,133.14  
Adjusted Funding Commitment: \$0.00  
Funds Disbursed to Date \$53,279.55  
Funds to be Recovered from Applicant: \$53,279.55

Funding Commitment Adjustment Explanation:

After a thorough investigation, it has been determined that this funding commitment must be rescinded in full. During the course of a site visit it was determined that the applicant did not have a contract in place at the time of submission of the Form 471. This determination was based on the applicant's failure to provide a copy of the contract when requested. FCC rules require applicants to have a valid contract as defined by the applicant's state procurement laws and regulations at the time they submit the Form 471. Since the applicant was unable to demonstrate that they had a contract in place at the time of submission of the Form 471 that meets the state laws' definition of a valid contract, the commitment has been rescinded in full and USAC will seek recovery of any disbursed funds from the applicant.

Attachment B



2002 - 2003 Erate  
Network Upgrades and Maintenance Proposal

for

Cook County School District 130

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## 1. Project Overview

The 2002-2003 Erate project will focus on upgrading the school's infrastructure to enhance performance and the level of network services available to users. Building a sound, scalable infrastructure that focuses on performance, reliability and security is the primary objective of this upgrade project. *This project covers 11 sites including Mann, Lincoln, Revere, Kerr Intermediate, Kerr Middle, Whittier, Greenbriar, Hale Primary, Hale Intermediate, Hale Middle and Alsip.*

### Performance:

- New high-performance Cisco switches and routers will be integrated.
- More servers will be integrated to add new services and allow information to traverse back to the user at a faster speed.
- The new infrastructure will run Gigabit Ethernet, which is ten times as faster than the current standard Ethernet configuration that is in place at most of the sites.

### Reliability:

- Cisco Smartnet packages will be purchased on certain core components. Smartnet is Cisco's maintenance package that will replace a product that is found to be defective within the specified timeframe (4 hours or next-business-day).
- Preventive maintenance will be performed monthly on all core equipment by Intellinet Technology Consulting. All findings will be documented and communicated to School District 130.
- Clustering server technology will be implemented on key servers to ensure 100% uptime.
- All core components will be protected by APC Uninterruptible Power Supplies (UPSs).

### Security:

- Full documentation on all new core components will be done during the initial integration project. Documentation binders will be prepared for each site.
- Full documentation will be done on existing core components during scheduled preventative maintenance visits.
- Servers will have disaster recovery plans that will allow for quick and accurate recovery in the event of failure.

## 2. Network Upgrades

Our system design is extremely modular and can be modified to meet the district's current and future needs. Intellinet can manage all facets of the project including product procurement, implementation and maintenance.

### 2.1. Infrastructure Upgrades

A three-layer model will be implemented throughout the district. The benefits of applying this three-layer hierarchy include the following.

- Scalability - the ease of which the network can be expanded.
- Manageability - the ease of which the network can be managed and troubleshot.
- Performance - by design, hierarchical networks perform better due to smaller route tables and faster convergence, thereby increasing overall performance.
- Cost - fewer administrative costs.

### **The Core Layer -**

This is the core of the network. This is responsible for transporting large amounts of traffic both reliably and quickly. If there is a failure in the core, every user can be affected. Therefore fault-tolerance and response-based maintenance is extremely important.

### **The Distribution Layer -**

This is where policies are put into place and control of the network takes place. Management tools and security measures are also done here. While there will be power users that will access resources at this level, we ultimately see this as what it is called, the distribution layer.

### **The Access Layer -**

This is where most users and workgroups will access the network. Separate collision domains will be created here in classrooms, which in turn will connect back to the distribution layer. Generally, hubs will be used as device of connectivity at this layer.

**Catalyst 3548 XL Switches** - These switches will be used as access and distribution layer switches to connect data ports that are not currently connected to the LAN. Fiber modules needed to connect locations (that are to be connected via fiber optic cabling) are also included as needed.

Our services will include:

- Switch installation and mounting onto racks.
- Connecting all cabling to all ports.
- Configuration of IOS software.
- Testing of ports.
- Installation and configuration of GBIC's (if applicable).
- Installation and configuration of Fiber Optic modules (if applicable).
- Full documentation and diagrams of completed network.

**Catalyst 4000 Series Switches** - These switches will be used to create the core of the network. They run at ten times the speed of the Catalyst 3548 switches and are also known as Gigabit switches.

Our services will include:

- Switch installation and mounting onto racks.
- Connecting all cabling to all ports.
- Configuration of IOS software.
- Testing of ports.
- Installation and configuration of GBIC's (if applicable).
- Installation and configuration of Fiber Optic modules (if applicable).
- Full documentation and diagrams of completed network.

**Cisco 2610 Router/2610 CSU/DSU/Cisco IOS Feature Pak** - These items will allow Alsip connectivity via the Wide Area Network (WAN) to all network resources and Internet connectivity.

Our services will include:

- Hardware installation and mounting into racks.
- Connecting all cabling to all ports.
- Configuration of IOS software.
- Testing of connectivity.
- Backing up of IOS.
- Full documentation.

**Cisco 8 port multi-channel T1 Adapter w/ integrated CSU/DSU** - This is used to allow other schools who are not currently connected to the Kerr Intermediate WAN to connect via T-1 lines in the future. This card will be placed into the existing 7204 router.

Our services will include:

- Installation of card.
- Connecting all cabling to all ports.
- Configuration of 7204 IOS software.
- Testing of connectivity.
- Backing up of IOS.
- Full documentation.

**Cisco 350 Wireless Access Points** - This will allow users with wireless network cards to access the network without having to use a cable. This is ideal for users who use notebooks and/or people that travel from building to building. A lab can also be set up remotely with notebooks. The user simply turns on his or her notebook and they are instantly connected to the network or Internet.

Our services will include:

- Surveying locations to place access points.
- Installation and configuration of 350 access points
- Testing of connectivity.
- Repositioning to optimize throughput.
- Full documentation.

**RAM for PIX Firewall** - The addition of RAM to the existing PIX will allow the firewall to be able to process packet inspection quicker and thus gain the most benefit from your Internet connection.

Our services will include:

- Installation and testing of RAM.
- Full documentation.

**Cisco ISDN Cards** - The ISDN lines will be used as a fail-over for the WAN. In the event that one of the T-1 lines is interrupted, the ISDN line would then link back to the main location to allow connectivity until the T-1 line is restored. At that point, the ISDN will go back into a standby mode. Among other reasons, this is important in that the Student Database resides at Kerr Intermediate and if the T-1 goes, the other schools will not be able to access the database. Internet access to that school will also be interrupted. Please note that the speed of the ISDN is slower than the T-1, but it will serve as a viable backup.

Our services will include:

- Installation and configuration of ISDN blade in 7204 router.
- Installation and configuration of ISDN WIC's in 2610 routers.
- Testing of fail over.
- Optimization of ISDN WIC's.
- Full documentation.

**APC backup Pro UPS's** - This will provide line conditioning and power surge protection for core components.

Our services will include:

- Installation of hardware.
- Configuration and testing of software that will automatically bring servers down safely in case of a power loss.
- Full documentation.

## 2.2. Servers

**Primary Domain Controller** - The PDC is the server that authenticates users onto the network. Without it, users would not be able to access network resources.

Our services will include:

- Installation of hardware.
- Installation of Microsoft NT/2000 software.
- Full configuration of Microsoft NT/2000 software including:
  - Data replication and integrity verification.
  - Creation of directory structure.
  - Login scripts.
  - Setting up security.
  - Configuration of services, adapters, bindings, paging files, profiles, performance baseline, setting of shares.
  - Testing of connectivity.
- Full documentation.

**File Servers** - New File Servers will be put into place to provide needed storage of the increasing load of data.

Our services will include:

- Installation of hardware.
- Installation of Microsoft NT/2000 software.
- Full configuration of Microsoft NT/2000 software including:
  - Creation of directory structure.
  - Setting up security.
  - Configuration of services, adapters, bindings, paging files, profiles, performance baseline, setting of shares.
  - Testing of connectivity.
- Full documentation.

**Mail Server** - A mail server will be integrated to provide email for all faculty members and eventually students. This will allow users to send and receive email from their own school PC or even from home through a typical web browser. Administrators and faculty members will also be able to take advantage of the group messaging, calendar and scheduling features that are available with Microsoft Exchange.

Our services will include:

- Installation of hardware.
- Installation of Microsoft NT/2000 software.
- Full configuration of Microsoft NT/2000 software including:
  - Creation of directory structure.
  - Setting up security.
  - Configuration of services, adapters, bindings, paging files, profiles, performance baseline, setting of shares.
  - Testing of connectivity.
- Installation and configuration of Internet Information Server.
- Setting up domain services.
- Setting up security on default Web site.
- Installation and configuration of Microsoft Exchange.
- Installation and configuration of Outlook Web Access (OWA).
- Training of administrator of how to add new users.



- Addition of all user mailboxes requested.
- Full documentation.

**Terminal Servers** - New Terminal Servers will be put into place to increase speed for older PCs and PCs that need to connect to databases over the WAN. This will allow the older PCs quicker access to information, as they do not need to do the processing.

As your Internet access is used more and more, your connection to Starbase will become slower and slower. Terminal servers will also increase Starbase access speed.

Our services will include:

- Installation of hardware.
- Installation of Microsoft NT/2000 software.
- Full configuration of Microsoft NT/2000 software including:
  - Creation of directory structure.
  - Setting up security.
  - Configuration of services, adapters, bindings, paging files, profiles, performance baseline, setting of shares.
  - Testing of connectivity.
- Installation and configuration of Microsoft Terminal Server.
- Full documentation.

**Cluster Servers and Legato Software** - The most critical server currently on the SD 130 network is the Student Management Database. If the server were to go down for any length of time it would create many problems for the district. The Legato software creates a virtual server that is in a "standby mode". If for any reason the existing server were to crash or lose power, the Legato server would activate restoring services to the users. The failed server could then be repaired and brought back online after hours. This will also be set up on the Exchange server.

Our services will include:

- Installation of hardware.
- Installation of Microsoft NT/2000 software.
- Full configuration of Microsoft NT/2000 software including:
  - Creation of directory structure.
  - Setting up security.
  - Configuration of services, adapters, bindings, paging files, profiles, performance baseline, setting of shares.
  - Testing of connectivity.
- Installation and configuration of Internet Information Server.
- Setting up domain services.
- Setting up security on default Web site.
- Installation and configuration of Microsoft Exchange.
- Installation and configuration of Outlook Web Access (OWA).
- Installation and configuration of Starbase.
- Addition of all user mailboxes requested.
- Installation and configuration of Legato software.
- Two-way beta testing of fail-over system.
- Full documentation.

**Intel Pro 1000F Server Adapters** - These adapters will be added to all existing servers and to all new servers. They will increase the speed of the servers and make resources more readily available to take advantage of the new network infrastructure.